

# **Monthly Report**

**September 1, 2007 through September 30, 2007**

## **Project Title**

Montana Department of Transportation (MDT) One Stop Shop for Traveler Information

## **Principal Investigator**

Michael Berman  
Program Manager  
PBS&J

## **Research Assistants**

The work performed under this contract has been performed by PBS&J with the assistance of our subcontractors, Current Transportation Solutions and ETC Institute.

## **Introduction**

This first monthly report covers the period from September 1, 2007 through September 30, 2007. During that month, the PBS&J team continued gathering information on user needs and began assembling the implementation plan.

The next section provides an overview of the project objective. The report then provides an overview of the progress completed during the previous month, and compares anticipated budget and work to the project schedule.

## **Project Objective**

The objective of this project is to develop an implementation plan for a one-stop shop for traveler information, with a focus on traveler information needs for the transportation-disadvantaged, including the elderly, disabled, and poor. In addition, the plan should address traveler information needs for tourists.

## **Work Progress**

We performed the following tasks:

- Contacted constituencies not represented at the focus groups to gather additional information.
- Began synthesizing the implementation plan from the previous research conducted by the project team.

**Issues**

There are no current issues.

**Major Accomplishments or Discoveries**

The major accomplishment this month was the completion of information gathering from other constituencies and the beginning of the implementation plan.

**Work Projection**

During the next month, we plan to complete the following activities:

- Complete a draft of the implementation plan.

**Financial Report**

Table 1 on the following page shows the current financial status of the project as of the end of August, 2007. Note that the financial summary lags behind the progress report by one month.

**Table 1: One-Stop Shop Financial Summary**

<b>Task</b>	<b>Initial Cost</b>	<b>Expended to Date</b>	<b>Percent Expended</b>	<b>Amount Remaining</b>	<b>Percent Remaining</b>	<b>Estimated Percent Complete</b>
Finalize Research Plan	\$ 7,318	\$ 5,680	77.6%	\$ 1,638	22.4%	100%
Review Transportation Information Systems	\$ 8,685	\$ 6,900	79.5%	\$ 1,785	20.5%	85%
Identify Current Technologies	\$ 9,349	\$ 6,400	68.5%	\$ 2,949	31.5%	85%
Review existing MT Information Services	\$ 8,043	\$ 3,500	43.5%	\$ 4,543	56.5%	60%
Determine Public and User Needs	\$ 35,000	\$ 13,384	38.2%	\$ 21,616	61.8%	65%
Determine Additional Needs	\$ 12,753	\$ 4,000	31.4%	\$ 8,753	68.6%	45%
Determine Best Options	\$ 4,559	\$ 1,678	36.8%	\$ 2,881	63.2%	35%
Recommend Implementation Approach	\$ 3,757	\$ 2,900	77.2%	\$ 857	22.8%	55%
Review Funding Options	\$ 3,446	\$ 3,283	95.3%	\$ 163	4.7%	95%
Review TranPlan 21	\$ 2,075	\$ 2,044	98.5%	\$ 31	1.5%	100%
Implementation Plan	\$ 16,344	\$ 4,363	26.7%	\$ 11,982	73.3%	28%
Kick-Off Meeting	\$ 4,961	\$ 4,274	86.2%	\$ 687	13.8%	100%
Mid-Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Final Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Project Summary Report	\$ 1,335	\$ -	0.0%	\$ 1,335	100.0%	
Monthly Progress Reports	\$ 3,414	\$ 2,914	85.3%	\$ 500	14.7%	63%
<b>Total</b>	<b>\$ 130,963</b>	<b>\$ 61,321</b>	<b>46.8%</b>	<b>\$ 69,643</b>	<b>53.2%</b>	
		<b>Actual</b>	<b>Projected</b>			
State Fiscal Year 2007 Expenditures	\$	53,087	\$ 117,276			
Federal Fiscal Year 2007 Expenditures	\$	61,321	\$ 130,963			
State Fiscal Year 2008 Expenditures	\$	8,234	\$ 13,688			
Federal Fiscal Year 2008 Expenditures	\$	-	\$ -			